

DATE: OCTOBER 19, 2005

TO: ORGANIZATIONS SEEKING GRANTS FROM THE AARP FOUNDATION DISASTER RELIEF AND RECOVERY FUND

SUBJECT: GRANT APPLICATION GUIDELINES

The AARP Foundation is offering grants to nonprofit and governmental organizations that are providing assistance for older victims of the recent hurricanes on the Gulf Coast. Grants will be made to agencies providing health, long term care, housing assistance, employment assistance, transportation, legal assistance or other necessary services for older victims. Priority will be given to direct service agencies in locations where need is greatest based on numbers of displaced, evacuated or homeless persons 50+.

Funding for the grants will be taken from the AARP Foundation Disaster Relief and Recovery Fund to which the Foundation, AARP, its members and employees have contributed. Grants will not exceed \$100,000.

Required Attachments:

- IRS Tax Determination Letter
- Most recent audited financial statements
- Most recent IRS Form 990
- OMB Circular A-133 report (if applicable)
- Organizational Capability Statement
- Current annual budget (revenue, expense and contribution to net assets)
- Information on the organization, including organizational structure and governance

Submit the original completed application along with five copies to:

Patricia D. Shannon

Director, Financial Management

AARP Foundation

601 E. St., NW – Room A4-330

Washington, DC 20049

The deadline to receive applications is November 4, 2005 at 5:00 p.m.

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